**STEP-BY-STEP PLAN IN THE EVENT OF NOTIFICATION OF CONTAMINATION**

Version 5

This step-by-step plan describes how to react if a validated case of Corona contamination is reported within EhB.

**1. A person confirmed to be infected with the Corona virus should contact EhB as soon as possible. The following information will be forwarded to corona@ehb.be**

* Name of person
* Department
* Date on which the infection was detected
* Campus and visited premises where the infected person has been, start 2 days prior to the start of symptoms or 2 days prior to sampling.
* Persons with whom the infected person has been in contact for the past days. A distinction is made between high-risk and low-risk contact.

i. High risk contact :

* A person with a cumulative contact of at least 15 minutes within a distance of <1.5m ("face to face"), e.g. in a conversation without proper use of a mouth mask (nose and mouth completely covered) by either person. So once 10 min and after that another 5 min also counts as a contact of 15 min!
* a person who was in the same room/closed environment with a COVID-19 patient for more than 15 min. This includes housemates, close neighbours in a classroom or at a desk;
* a person who has had direct physical contact with a COVID-19 case;
* a person who has been in direct physical contact with excretions or body fluids of a COVID-19 patient, such as during kissing, etc;
* a person who was identified by the Coronalert application as being in close contact.
* a person who has travelled with a COVID-19 patient, in any means of transport, sitting within two seats (in any direction) of the patient.

ii. Low-risk contact :

* A person who has had more than 15 minutes of contact with a COVID-19 patient within a distance of 1.5 m ("face to face"), but who has both adequately used a mouth mask (nose and mouth covered);
* A person who has had less than 15 minutes of contact with a COVID-19 patient within a distance of 1.5 m ("face to face").
* a person who was in the same room/closed environment with a COVID-19 patient, but was less than 15 minutes within a distance of <1.5 m. This includes all classmates or people in the same office;
* a healthcare provider who has been in the same room as a COVID-19 patient without the use of adequate protective clothing, but never within a distance of 1.5 metres.

**2. The contact person of the department asks the infected person to immediately contact the general practitioner (or call 1710 if they don’t have one) and follow the guidelines of the general practitioner. In any case, he must remain in home quarantine for at least 7 days after taking the test.**

**3. The contact person of the department asks the infected person to give an overview of his contacts (fellow students, teachers,...).**

* All classmates and teachers with whom the person has had lessons are at least considered as low-risk contacts. If there has been close contact, these persons are regarded as high-risk contacts (see above).
* The infected person is asked to provide an overview of his high-risk contacts.

**4. The contact person of the department informs the teachers and students who have had contact with the infected person via the standard communication (see appendices "communication high-risk contact" and "communication low-risk contact").**

The communication shall list the expected steps to be taken by the persons who have had contact with the infected person.

**5. If the staff members and teachers who have been in high-risk contact with the infected person are on campus, they should immediately go home and contact their general practitioner.**

* If possible, do not use public transport to prevent further infection
* Own transport
* Ask if the person concerned can contact his family or acquaintances who can come and pick him up

**6. Indicate to the persons concerned that they must contact their family doctor (or call 1710 if they don’t have one) immediately upon arrival at home and that they must inform the family doctor that they have come into contact with an infected person.**

* It is important that the person calls the general practitioner and does not go there.
* The general practitioner will provide the person with advice and, if necessary, take tests.
* Pending a result, the person may not come to the campus.
* See guidelines in "communication high risk contact" and "communication low risk contact".

**7. The Facility Coordinator of the campus in question is immediately contacted via facility@ehb.be to request additional disinfection of the areas where the person has been.**

**8. Persons who have come into contact with a person who has tested positive are normally also followed up by the contact tracers of the Care & Health Agency.**